

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, AUGUST 10, 2006
8:30 A.M.**

Commissioners Present: Deb Schorr, Chair
Bob Workman, Vice Chair
Ray Stevens

Commissioners Absent: Larry Hudkins
Bernie Heier

Others Present: Kerry Eagan, Chief Administrative Officer
Gwen Thorpe, Deputy Chief Administrative Officer
Trish Owen, Chief Deputy County Clerk
Ann Taylor, County Clerk's Office

The Chair opened the meeting at 8:41 a.m.

AGENDA ITEM

1 APPROVAL OF STAFF MEETING MINUTES OF THURSDAY, AUGUST 3, 2006

MOTION: Stevens moved and Workman seconded approval of the Staff Meeting minutes dated August 3, 2006. Stevens and Workman voted aye. Schorr abstained from voting. Motion carried.

2 ADDITIONS TO THE AGENDA

A. Nebraska Innovation Zone Commission (NIZC) Meeting Report

MOTION: Workman moved and Stevens seconded approval of the addition to the agenda. Workman, Stevens and Schorr voted aye. Motion carried.

3 RISK MANAGEMENT DIRECTOR POSITION - Sue Eckley, Workers' Compensation & Risk Management Manager; Don Taute, Personnel Director

Don Taute, Personnel Director, noted that the Board had asked his department to address the requirements of creating a director position of Risk Manager and said a position description has been developed. He said the Personnel Department had surveyed other counties with a position of a similar nature and indicated a mid-point salary of \$66,000. Sue Eckley, Workers' Compensation & Risk Management Manager, questioned the accuracy of the salary comparison and provided a revised analysis with a mid-point figure of \$77,996. Taute said he believes that figure is too high, given the job specifications and matches for job duties. He suggested that the Board also be mindful of the other director positions and the duties that are attached to those positions. **NOTE:** Eckley is currently making \$62,786 and will receive a 4% increase, effective August 17, 2006.

Board consensus was to hold the item one week and to review the other directors' salaries.

4 SALARY FOR "X" CLASS - Tom Fox, Deputy County Attorney; Don Taute, Personnel Director

Don Taute, Personnel Director, said the Excluded ("X") classified employees need to be on the same pay plan as American Federation of State, County & Municipal Employees (AFSCME) represented employees so there isn't a skewing of salaries. Their duties are similar in nature. He said the Excluded ("X") classified employees have been grouped with the Unrepresented ("C") employees for the last few years and there has been a difference in pay adjustments.

ADMINISTRATIVE OFFICER REPORT

B. Contract with International Communications

Tom Fox, Deputy County Attorney, indicated that the contract is for interpretive services.

Fox was asked to: 1) Coordinate services with the Human Services Department; and 2) Speak on this topic at a Management Team Meeting.

C. Contract with CCS for Software Consultation at Lancaster Manor

Fox said the cap will be set at \$10,000.

5 INSURANCE RENEWALS - Sue Eckley, Workers' Compensation & Risk Management Manager; Tom Champoux, UNICO Group, Inc.

Tom Champoux, UNICO Group, Inc., said he anticipates that renewal pricing will be favorable (Exhibit A), with the exception of liability on police pursuit vehicles. He said Continental Western Group will not renew the policy due to a recent Nebraska Supreme Court ruling and the County will have to find other coverage.

Sue Eckley, Workers' Compensation & Risk Management Manager, said the County may want to consider self-insurance.

In response to a question from Schorr, Eckley said Terry Wagner, Lancaster County Sheriff, is aware of the ruling.

Crime coverage was also discussed. Eckley said many departments are lax in handling money and said they will be provided additional education.

Champoux and Eckley will present renewal pricing and options to the Board on September 21, 2006.

6 REGION V SUBSTANCE ABUSE ALLOCATION - Dave Kroeker, Budget and Fiscal Officer

Dave Kroeker, Budget and Fiscal Officer, expressed concern regarding the proposed increase in the County's contribution to Region V Systems for substance abuse, noting the County is already significantly over the required match amount. He said if the Board goes along with the increase, the budget will need to be increased by \$6,683.

Schorr agreed to contact C. J. Johnson, Program Administrator for the Region V Mental Health, Alcoholism & Drug Abuse Program, and ask that Lancaster County's contribution be kept flat until the other counties in Region V reach the same level.

7 ACTION ITEMS

A. Keno Monitoring Committee Members

MOTION: Workman moved and Schorr seconded to appoint Commissioners Workman and Stevens to the Keno Monitoring Committee and to appoint Commissioner Schorr as alternate. Workman, Stevens and Schorr voted aye. Motion carried.

B. Microcomputer Requests:

1. C#2006-285, \$1,375.86 from Community Corrections Budget for a PC, 17" Computer Monitor and Software
2. C#2006-288, \$1,250.15 from Drug Court Budget for Four (4) Microsoft Office 2003 STD Licenses

MOTION: Stevens moved and Workman seconded approval of Items B1 and B2. Workman, Stevens and Schorr voted aye. Motion carried.

- C. Request from Mike Thurber, Corrections Director, for Authorization to Visit Shawnee County Adult Detention Facility in Topeka, Kansas (August 16, 2006)

MOTION: Workman moved and Stevens seconded to authorize Mike Thurber, Corrections Director, and members of the Jail Steering Committee to visit the Shawnee County Adult Detention Facility in Topeka, Kansas. Stevens, Workman and Schorr voted aye. Motion carried.

8 ADMINISTRATIVE OFFICER REPORT

- A. Appointment to Lincoln-Lancaster County Ecological Advisory Committee (EAC) (Jim Caruso) and Community Mental Health Advisory Committee (Ruth Lavin, PhD)

The Board scheduled the items on the Tuesday, August 15, 2006 Board of Commissioners Meeting agenda.

- B. Contract with International Communications
- C. Contract with CCS for Software Consultation at Lancaster Manor

Items B and C were moved forward on the agenda.

- D. Appointment of Nebraska Association of County Officials (NACO) Representative

Item held.

- E. County Board Tuesday Meeting Time

MOTION: Workman moved and Stevens seconded to continue to hold the County Board of Commissioners Meetings on Tuesday mornings, until further notice. Workman, Stevens and Schorr voted aye. Motion carried.

- F. Agenda Items for Joint Lincoln Public Schools (LPS)/City/County Meeting (August 21, 2006)

No items were stated.

The following items were proposed for the City-County Common Meeting that will follow the joint meeting: 1) Keno agreement; 2) Common Budget Hearings; and 3) General attendance at the City-County Common meetings and starting time.

9 BOARD MEMBER MEETINGS

A. Monthly Meeting with Mayor - Schorr, Workman

Workman said the Keno allocation and the proposal to eliminate the Economic Development Coordinator position in Urban Development were discussed. **NOTE:** The County contracts with the City of Lincoln, Urban Development Department, for the Economic Development Coordinator to administer the County's Economic Development Loan Fund.

B. Parks & Recreation Advisory Board - Stevens

No report.

C. Monthly Meeting of Public Building Commission Representatives and Mayor - Hudkins

No report.

D. Public Building Commission - Hudkins, Workman

Workman said discussion focused on the plan to relocate various departments.

E. Board of Health - Hudkins

No report.

ADDITIONS TO THE AGENDA

A. Nebraska Innovation Zone Commission (NIZC) Meeting Report

Workman reported that he is serving on the subcommittee that is looking at tourism.

Schorr asked that he keep the Lincoln Convention & Visitors Bureau (CVB) apprised.

10 ADJOURNMENT

MOTION: Stevens moved and Workman seconded to adjourn the meeting at 10:25 a.m. Workman, Stevens and Schorr voted aye. Motion carried.

Bruce Medcalf
Lancaster County Clerk